

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 11 OCTOBER 2012

Present:	John Bishop (Chairman)	Geoffrey Woricker
	Ian Read (Vice Chairman)	Julie Norman
	Linden Rosam	Bob Norman
	Peter Nightingale	Jo Britter
	Den Harvey	

1.	APOLOGIES FOR ABSENCE
	Peter Athey; Kate Hardingham; Chris Saltmarsh
2.	MINUTES & MATTERS ARISING
	The following changes were requested be made to the minutes of the last meeting:
	Item 3.2 – change “Mr Woricker” to Geoffrey in 2 instances Item 2 Subject to these changes the minutes were proposed by Ian Read and seconded by Peter Nightingale
	ACTIONS: LR to forward mandate forms to JB and PN
3.	PARISH COUNCIL ISSUES
3.1	<p>RX1: Proposed wording for the RX1 had been distributed by email over the previous week for consideration and comment. There was much discussion about the comments received and about the merits or otherwise of going ahead with the RX1. The meeting voted unanimously to go ahead with the RX1 subject to the following:</p> <ul style="list-style-type: none"> • PC to be asked to make a minor change to their letter of support to include the phrase “...in accordance with the approved management plan”; and • That it be made clear that the Friends would always intend to pursue Trust status whenever it seems appropriate to do so.
	ACTION: JB to ask PC if they will amend their letter of support with the suggested wording.
3.2	<p>HAY CROP: Unfortunately adverse weather conditions meant that the hay was not bailed and is now useless. It has been decided that the laying hay on the 3 smaller fields will be flailed so that it can rot down.</p>
4.	TREASURERS REPORT/BUDGET ITEMS
	<p>LR reported that the accounts for last year had been examined and signed off. Brian Underwood (independent examiner) was consulted about changing the year end to end of March and he felt that this was quite appropriate. He is willing to examine the accounts at the end of March next year. Therefore, the budget has been set for the 7 months to end of March 2013.</p> <p>Due to the fact that we have, as yet, been unable to find a replacement for our secretary, Kate Hardingham, LR offered to change roles and become the new secretary from this meeting forward. JB will be taking the treasurer role until a replacement for either the secretary or the treasurer can be found.</p>

	<p>ACTIONS: JB AND LR TO ORGANISE HANDOVER MEETING JB will hand deliver a copy of the final accounts to the Clerk of the Parish Council. JB to ask PC for donation for hedging monument field.</p>
5.	WORKING PARTIES
5.1	<p>PRIORY OUTLINE: Paving slabs have been laid to mark out the corner points of the priory. The next phase is to mow the outline, although after discussion it was thought that we might mow the whole of the presbytery area.</p>
5.2	<p>MEMORIAL TREE: The December working party will plant the wild cherry tree</p>
	<p>ACTIONS: PN TO ORDER IR to give leaflets to PN for distribution</p>
5.3	<p>PICNIC BENCHES: 2 new picnic benches have been provided by PC, sited and fixed down this week. 1 was positioned under the big oak tree in the water meadow and the other has been fixed in the picnic area. All have been chained down.</p>
5.4	<p>GREEN FLAG: Very pleased with the green flag report which contained just 3 actions:</p> <ul style="list-style-type: none"> • we should improve our signage ie the brown sign • we need to expand our core group • and it might be advisable to upgrade our paths to make them more 'all weather'.
6.	PUBLICITY AND EVENTS
6.1	<p>Brown Sign There has been no further action, this item is carried forward</p>
6.2	<p>Race around fields: It was decided that the original idea of a race around the fields would perhaps not be ideal and may not be well supported. However, other ideas were forthcoming. In particular, a summer 'picnic on the fields' event with beer tent and rides around the fields for the more elderly and infirm who have not been able to get to see the Arch.</p>
	<p>ACTIONS: JO/JULIE/LINDEN TO FORM SUB-COMMITTEE TO PUT TOGETHER A PROPOSAL DH TO INVESTIGATE HIRE OF VEHICLE FROM BARLEYLANDS OR HYDE HALL</p>
7.	FIELD PROJECTS
7.1	<p>ORCHARD PN would like to plant the mini orchard at the western end of the east water meadow. The stinging nettles actually show that the ground is rich and fertile</p>
7.2	<p>HEDGING AROUND MONUMENT FIELD Requires mowing prior to planting hedging.</p>
7.3	<p>ADDITIONAL COLOUR Bluebells can be planted under the orchard trees.</p>
7.4	<p>NESTING BOXES ETC. Scouts, cubs and guides have all expressed an interest in helping with various types of nesting boxes. There are about 25 or so to put together. PN/JB will help. Date t.b.d.</p>
7.5	<p>ACCESS TO FIELDS It had been noted that one of the gates to monument field was unlocked and was suggested that we ask PC to notify new residents that they have no access to the fields other than via</p>

	the main entrance. ACTION: JB TO MAKE REQUEST TO PC
	JO LEFT THE MEETING AT 9.20 APPROX.
8.	AGM
	We will need to have 2 lots of AGM minutes approved at the meeting for the past 2 years. The meeting approved funding for Julie to provide refreshments for the AGM. Posters have been put in our boards and at the shop.
	ACTIONS: JB TO FIND OUT IF KITCHEN AVAILABLE PRE MEETING IR TO AMEND AGENDA'S AND JB TO PRINT
	GW LEFT MEETING AT APPROX 9.50 PM
9.	NEWS ITEMS
9.1	XMAS MEAL : The meeting agreed a date of 19 th December for the Xmas meal and that we will invite our volunteers to join us (paying for themselves). Brian Riley will be invited as our guest and the cost of his meal will be shared between the committee members attending.
	ACTION: JB TO MAKE BOOKING AT ONE OF – THE PURLEIGH BELL; OR THE LION AT BOREHAM OR THE ANCHOR AT DANBURY
9.2	XMAS CARDS: Julie will produce the xmas cards again this year. IR supplied a photo CD of pictures that could be used.
9.3	ENVIRONMENTAL STEWARDSHIP: No information as yet.
9.4	WEBSITE: IR reported that some small changes were required to the website ie: changing Chelmsford Borough Council logo to Chelmsford City Council. Also, IR is keen to have an archaeology page on the site but needs to decide on content. Elliott charges £45 per hour therefore it was agreed after discussion to leave the changes until we had everything required.
9.5	FLOOD DEFENCE: for the new house abutting the west water meadow. The plans were presented to the meeting and discussed and it was decided that there was unlikely to be any impact on the fields so far as we can tell at the present time.
12.	NEXT MEETING
	The next main Committee meeting will be held on 8 November 2012
	Meeting closed at 10.05pm

Signed:

Date: